



BOARD OF CORRECTIONS
POLICY NUMBER: 10-1
SUBJECT: Policy Process
DATE: July 16, 2003

- 10-1.1 **POLICY.** In order to promote the efficient and effective administration and provision of services to offenders committed to the Department of Corrections, the Board of Corrections shall develop and adopt policy statements that establish a framework, and act as a general guide for, administrative action and decision-making by the staff of the Department.

The Director of the Department of Corrections shall ensure a system of operating procedures implementing the directives of the Governor, Secretary of Public Safety, policies of the Board of Corrections and specific directives of State control agencies.

- 10-1.2 **AUTHORITY.** Code of Virginia, Sections

53.1-5, Powers and Duties of Board

53.1-10, Powers and Duties of Director

- 10-1.3 **REFERENCES.** None.

- 10-1.4 **IMPLEMENTING PROCEDURES.**

Department Procedure 1-2, Policy Development

- 10-1.5 **EFFECTIVE DATE.** July 16, 2003.

- 10-1.6. **SUPERSESSSION.** This policy supersedes Board Policy 10-1, dated September 17, 1998.

- 10-1.7 **REVIEW DATE.** This policy must be reviewed and updated as necessary.

Adopted by the Board of Corrections on May 21, 2003.

Signature Copy on File

Sterling C. Proffitt
Acting Chairman
Board of Corrections